

Exit Agreement Requirements

Action Item	Stipulation Page No.	Line Item No.	Requirement	Responsible Party	Due Date	Reporting
1	4	Part I, 9	DCFS will enter into a contract with CWG to complete a comprehensive evaluation of adherence to this Agreement that will begin in July 2008. CWG will complete this evaluation by October 31, 2008.	Jack Green	June 30, 2007	Contract
2	7	Part II, 14; Appendix A	DCFS agrees to the maintenance of the QICs.	Katy Larsen, Region Directors	Annually	Report
3	7	Part II, 14; Appendix A	DCFS agrees to continue providing Practice Model Training to all direct staff.	Midge Delavan	Annually	Report
4	7	Part II, 14; Appendix A	DCFS agrees to the use of priority focus areas (employee retention and recruitment, placement stability, and substance abuse).	Linda Wininger, Navina Forsythe, Katy Larsen	Annually	Report
5	7	Part II, 14; Appendix A	DCFS agrees to the maintenance or improvement of SAFE.	Jack Green	Annually	Report
6	7	Part II, 14; Appendix A	DCFS agrees to the maintenance of the QCR (or substantially similar).	Duane Betournay, OSR	Annually	Report
7	7	Part II, 14; Appendix A	DCFS agrees to maintain flexible funding.	Jack Green	Annually	Report
8	7	Part II, 14; Appendix A	DCFS agrees to appropriate training and supervision of staff to achieve the basic principles set forth in the Milestone Plan and current Practice Model.	Midge Delavan	Annually	Report
9	7	Part II, 14; Appendix A	DCFS agrees to the maintenance of the CPR (or substantially similar).	Duane Betournay, OSR	Annually	Report
10	7 & 8	Part II, 16	A strategy for improvement in the priority focus areas (employee retention and recruitment, placement stability, and substance abuse) will be identified in writing.	Duane Betournay, Region Directors	June 28, 2007	Strategy

Exit Agreement Requirements

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11	7 & 8	Part II, 16	Quarterly status report on progress on priority focus areas	Linda Wininger, Navina Forsythe, Katy Larsen	Quarterly	Quarterly Report
12	8	Part II, 18	New administrative policies covering the collection and analysis of trend data, and supporting the CPS, QCR, and QI Committees will be published on the Department website and provided to plaintiffs.	Jack Green, Carol Miller	May 11, 2007	Practice Guidelines
15	8	Part II, 19	OSR shall independently review case transfers and case code changes that occur between the first and second Salt Lake Valley QCRs and take other steps to protect the integrity of the QCR process as necessary.	Duane Betournay, OSR	Annually	Report
13	8 & 13	Part II, 19; Part III,	OSR will conduct the CPR on an annual basis.	Duane Betournay, OSR	Annually	Annual Report
14	8 & 13	Part II, 19; Part III,	OSR will conduct the QCR on an annual basis.	Duane Betournay, OSR	Annually	Regional Reports
16	9	Part II, 20	DCFS will provide complete information on all material changes in the policies, practices, and procedures.	Patti VanWagoner	Quarterly	Quarterly Report
17	9	Part III, 21	DCFS agrees to systemic reform as outlined in Sections A-F [described below].	Duane Betournay	Annually	Report
18	10	Part III, 24	DCFS will notify the State QIC of any material change in the Practice Model and practice guidelines, and will provide such information in its annual report.	Katy Larsen, Patti VanWagoner	Annually	Annual Report
19	11	Part III, 25	DHS shall engage key community stakeholders in its efforts to ensure sufficient financial resources, including CWLOP, the Governor's Child and Family Cabinet Council, and QICs, by providing information and data and involving in identifying needs and resources.	Lisa-Michele Church, Duane Betournay	Annually	Report

Exit Agreement Requirements

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20	11	Part III, 26	DCFS will designate sufficient resources must be adequate to support the continued administration of the quality assurance mechanisms, a trained workforce with a reasonable caseload, administration and support for SAFE, and to maintain contract and flexible funding.	Duane Betournay, Jack Green	Annually	Report
21	12	Part III, 27	DCFS will make information available on its budget on the Department website on an annual basis.	Jack Green, Carol Miller	Annually	Quarterly Report
22	12	Part III, 28(1)	DCFS shall ensure that all direct service employees receive training in accordance with Utah Code 62A-4a-107 (or its successor statute).	Midge Delavan	Annually	Report
23	12	Part III, 28(2)	DHS shall conduct a workload study, and the study's findings will be posted on the Department website.	Jack Green	Spring 2007	Workload Study Report
24	12	Part III, 28(3)	Appropriate supervisory ratios will be established by the 2007 workload study.	Duane Betournay, Jack Green	After the 2007 Study	??
25	12	Part III, 28(4)	DCFS shall ensure that there are an appropriate number of trainers to comply with the training requirements set forth in Utah Code 62A-4a-107 (or its successor statute).	Midge Delavan	Annually	Report
26	12	Part III, 28(4)	DCFS shall ensure that trainers have sufficient knowledge and ability to provide appropriate levels of training and support.	Midge Delavan	Annually	Report
27	12	Part III, 28(5)	DHS shall continue to monitor caseloads and the correlation between caseload and employee performance.	Lisa-Michele Church, Duane Betournay	Annually	Report
28	12	Part III, 28(6)	DCFS will make good faith and continuous efforts to maintain caseload levels or adjust them if indicated by the workload study.	Jack Green	??	Report

Exit Agreement Requirements

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29	13	Part III, 29	DCFS shall provide caseload data to CWLOP, the Child and Family Cabinet Council, and the State and Regional QICs.	Jack Green, Katy Larsen, Region Directors	Semi-Annually	Report
30	13	Part III, 29	Caseload data shall be posted on the DHS website.	Jack Green, Carol Miller	Quarterly	Report
31	13	Part III, 29; 31(4)	If material increases in caseload occur over three consecutive quarters, DCFS will provide a plan to address those increases on its website, linked to the caseload data.	Jack Green, Carol Miller	Within 90 Days	Report
32	13	Part III, 31(1)	DCFS shall continue to operate a statewide automated child welfare information system that will track compliance with performance goals whenever possible.	Jack Green	Ongoing	SAFE System
33	13	Part III, 31(3)	DHS shall post the DCFS quarterly reports (including trend data and caseloads broken down by region) on its website.	Navina Forsythe, Carol Miller	Quarterly	Report
34	14	Part III, 31(3)	DHS shall post the CPR scores on its website.	Carol Miller, OSR	Annually	Report
35	14	Part III, 31(3)	DHS shall post the QCR scores on its website.	Carol Miller, OSR	Annually	Report
36	14	Part III, 31(3)	DHS shall post the Federal Child and Family Services Review data (including program improvement plans and updates) on its website.	Linda Wininger, Navina Forsythe, Carol Miller	Quarterly	Report
37	14	Part III, 31(3)	DHS shall post the OSR annual report on its website.	Carol Miller, OSR	Annually	Report

Exit Agreement Requirements

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38	14	Part III, 31(4)	If data collected in the CPR or QCR demonstrate a marked decline in performance or if there is a material increase in caseloads, DHS shall provide an appropriate response to the marked decline in writing, which shall be available on the DHS website.	Lisa-Michele Church, Duane Betournay, Linda Wininger, Carol Miller, Region Directors	Within 90 Days	Report
39	14	Part III, 31(5)	In its annual report, OSR shall identify trends in the QCR: Above standards, improved but below standards, decreased but above standards, marked decline in performance, and status quo and below standards.	Duane Betournay, OSR	Annually	Report
40	14	Part III, 31(5)	OSR shall have responsibility for analysis of system performance data and the identification of areas of concern.	Duane Betournay, OSR	As Needed	Report
41	14	Part III, 31(5)	OSR shall provide reasonably available region-specific information as requested by QICs.	Duane Betournay, OSR	As Requested	Report
42	14	Part III, 31(5)	OSR shall provide information regarding the CPR and QCR results to each QIC.	Duane Betournay, OSR	Annually	Report
43	15	Part III, 31(6)	Defendants shall also provide information deemed necessary or appropriate to monitor and evaluate compliance as reasonably ascertainable.	Duane Betournay, Administrative Team	Through December 30,	Written Response
44	15	Part III, 31(6)	DCFS shall notify Plaintiffs' counsel when that required data is made available. This obligation shall continue through December 31, 2010.	Duane Betournay	When Ready	Notification Letter
45	15	Part III, 31(7)	Trend data shall be analyzed through multiple cohorts.	Linda Wininger, Navina Forsythe, Katy Larsen	Quarterly	Trend Analysis Report
46	16	Part III, 32(1)	When necessary, DCFS staff shall coordinate with the QICs to gather additional information from the community.	Katy Larsen, Region Directors	Quarterly	Report

Exit Agreement Requirements

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47	16	Part III, 32(1)	DCFS shall provide adequate staffing for the QICs and shall assist these committees with data collection and interpretation, to provide detailed information regarding DCFS' practice, and to support the QICs' ability to make recommendations for systemic improvement.	Katy Larsen, Region Directors	Quarterly	Report
48	16	Part III, 32(2)	QIC members will be invited to attend QCRs, to participate in daylong "immersions", and to shadow workers.	Katy Larsen, Region Directors	Quarterly	Report
49	16	Part III, 32(2)	DCFS shall educate the QICs about data and information sources used annually.	Katy Larsen, Navina Forsythe, Region Directors	Quarterly	Report
50	16	Part III, 32(3)	DCFS shall make reasonable and good faith efforts to ensure that QICs reflect the racial diversity of any significant minority of DCFS' clients.	Katy Larsen, Region Directors	Quarterly	Report
51	16	Part III, 32(3)	DCFS shall make good faith efforts to recruit at least one GAL or CASA, one former foster youth or family member who has been involved in child welfare, and one foster parent to participate on the QICs.	Katy Larsen, Region Directors	Quarterly	Report
52	16	Part III, 32(4)	DCFS shall continue having an annual QICs summit.	Katy Larsen, Region Directors	Annually	Report
53	16	Part III, 32(4)	DCFS shall facilitate the exchange of information among QICs by supporting a website and other appropriate information sharing devices.	Katy Larsen, Region Directors, Carol Miller	Quarterly	Report
54	17	Part III, 33(1)	DHS shall continue to provide staffing and administrative support for OCPO and Child Fatality Review Committee.	Lisa-Michele Church	Annually	Report
55	17	Part III, 33(2)	DHS' executive director and executive leadership team shall continue to provide input and assistance.	Lisa-Michele Church, Duane Betournay	Annually	Report

Exit Agreement Requirements

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56	17	Part III, 33(3)	DHS will continue to provide administrative support for the handling of individual complaints and will work with the Governor's office to resolve constituent complaints received by that office.	Lisa-Michele Church, Duane Betournay	Annually	Report
57	17	Part III, 33(4)	DCFS will continue to provide technical assistance and support to the regions through the use of practice improvement teams and OSR, at least through December 30, 2010.	Linda Wininger, OSR	Annually	Report
58	17	Part III, 33(5)	DCFS will comply with the Federal Child and Family Services Review, and results from the reviews will be available on the DHS website.	Linda Wininger, Navina Forsythe, Carol Miller	As Needed	Report
59	17	Part III, 34	DHS shall provide information on system performance to entities that provide direct oversight of the child welfare system including information regarding performance areas where there has been a marked decline in performance or material increase in caseloads (either orally or in writing) to: DCFS Board, QICs, CWLOP, Governor's Child and Family Cabinet Council.	Lisa-Michele Church, Duane Betournay	Annually	Oral or Written Report
60	17 & 18	Part III, 34	DHS shall make available on its website information presented (either orally or in writing) to: DCFS Board, QICs, CWLOP, Governor's Child and Family Cabinet Council, including CPR and QCR results, DCFS quarterly and annual reports, OCPO reports, Child Fatality Review Annual reports, and FCCRB annual reports, as long as such committees exist.	Duane Betournay, Linda Wininger, Katy Larsen, Carol Miller	Annually	Report

Exit Agreement Requirements

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61	18	Part III, 35	DHS shall continue to provide performance information to and collaborate with outside entities who share systemic concerns (Drug Endangered Children panels, the YWCA, the Standing Committee on Child and Family Law, the Board of Juvenile Court Judges, the Court Improvement Project, the GALs office, and Voices for Utah Children).	Lisa-Michele Church, Duane Betournay	Annually	Report
62	18	Part III, 36	DHS shall provide information and testimony to CWLOP on the safety and well-being of Utah's children.	Lisa-Michele Church, Duane Betournay, Charri Brummer	Annually	Report
63	18	Part III, 36	DHS shall provide testimony to other committees and subcommittees of the Utah Legislature as requested.	Lisa-Michele Church, Duane Betournay, Charri Brummer	As Requested	Report
64	18	Part III, 37	DCFS will work with local institutions of higher education to maintain an appropriately educated workforce.	Midge Delavan	As Needed	Report
65	18	Part III, 37	When appropriate, DCFS will use the local institutions of higher education's resources for research and to study area where DCFS has experienced a marked decline in performance.	Navina Forsythe	??	??
66	18	Part III, 38	DHS will continue to invite community leaders to participate in "immersions" until at least June 30, 2008.	Lisa-Michele Church, Duane Betournay	As Needed	Report
67	19	Part III, 39	Upon entry of this stipulation and by executive order, the Governor of Utah will establish a Child and Family Cabinet Council.	Governor Huntsman, Lisa Michele Church, Duane Betournay	??	Report